



ARIZONA FIRE & MEDICAL AUTHORITY

BUDGET AND FINANCE COMMITTEE

MEETING MINUTES

Tuesday, November 10, 2020

MINUTES

1. CALL TO ORDER / ROLL CALL OF BOARD MEMBERS / AFFIRMATION OF QUORUM

Committee Chairperson Miller called the meeting to order on Tuesday, November 10, 2020, at 2:02 p.m. at the **Arizona Fire & Medical Authority Administrative Office, 18818 N. Spanish Garden Drive, Sun City West, Arizona 85375**. The meeting was held virtually.

Members Present: Committee Chairperson Dawn Miller and Committee Member Diane Price

Members Absent: Committee Member John Crawford

Staff Present: Fire Chief Rob Biscoe, Assistant Chief Mary Dalton, Assistant Chief Chris DeChant, Finance Manager Diane Goke, Administrative Manager Deborah Musselman, and Authority Clerk Dusty Christopherson

Legal Counsel: None

Public Comment: None

Media Present: None

Guests Present: None

2. REGULAR BUSINESS

A. Approve Budget and Finance Committee Meeting Minutes of October 20, 2020.

Committee Member Price moved that the Budget and Finance Committee Meeting Minutes of October 20, 2020 be approved. Committee Chairperson Miller seconded the motion.

Vote conducted. **MOTION CARRIED.**

AYES: Miller, Price
NAYS: None
ABSENT: Crawford

B. Review South County Fire & Medical District, North County Fire & Medical District, and Arizona Fire & Medical Authority Financial Reports for October 2020.

Diane Goke, Finance Manager presented the October 2020 financial reports for the South County Fire & Medical District, the North County Fire & Medical District and the Arizona Fire & Medical Authority and answered any questions from Board Members.

Committee Member Price moved that the Budget and Finance Committee recommend that the South County Fire & Medical District Governing Board, the North County Fire & Medical District Governing Board and the Arizona Fire & Medical Authority Governing Board approve the Financial Reports for October 2020. Committee Chairman Miller seconded the motion.

Vote conducted. **MOTION CARRIED.**

AYES: Miller, Price
NAYS: None
ABSENT: Crawford

Committee Member John Crawford joined the meeting at 2:04 p.m.

C. Discussion and Possible Action relating to Contingency Expenditure – Reserve Engine (2006 Spartan) motor repair.

Chris DeChant, Assistant Chief, presented the request for approval of Contingency Funds to repair the 2006 Spartan Reserve Engine. Assistant Chief DeChant stated that the 2006 Spartan engine is a reserve apparatus that was previously Engine 341's front line apparatus. The engine has developed a significant oil leak which is causing issues when the truck is parked for an extended period of time while on-scene, in addition to creating an unpleasant odor in the cab.

Fleet Staff is recommending a rebuild of the engine and is requesting approval in an amount not to exceed \$30,000 in contingency funds to allow for a 25% margin for any additional repairs needed as the work begins.

In response to an inquiry, Assistant Chief DeChant clarified that once repaired this engine is expected to remain in a reserve status for another 8-10 years.

Committee Member Crawford moved that the Budget and Finance Committee recommend that the Arizona Fire & Medical Authority Governing Board approve a repair to the 2006 Spartan engine in an amount not to exceed \$30,000. Committee Chairman Miller seconded the motion.

Vote conducted. **MOTION CARRIED.**

AYES: Crawford, Miller, Price

NAYS: None

ABSENT: None

D. Receive update on existing and planned grant applications.

Deborah Musselman, Administrative Manager provided an update to the Governing Board on the existing and planned grant applications and answered any questions from Board Members.

Assistant Chief Dalton noted that the Authority is still awaiting final decision on the Department of Emergency and Military Affairs (DEMA) grant for COVID related reimbursements and that Staff is working on a second CARES Act reimbursement request from Maricopa County as well, which will be approximately \$30,000.

3. **SUGGESTED ITEMS FOR FUTURE BUDGET AND FINANCE COMMITTEE MEETING AGENDAS**

There were no suggested items.

4. **ADJOURNMENT**

The meeting adjourned at 2:27 p.m.

Dawn Miller

Dawn Miller (Dec 23, 2020 14:06 MST)

Dawn Miller, Committee Chairperson


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Final Audit Report

2020-12-23


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